



## **DSA Special Masonry Inspector Certification and Approval Procedure**

All masonry construction on school projects requires continuous inspection by an appropriately qualified individual. The individual must be approved by the Division of the State Architect (DSA) for each specific project. Prior to DSA approval the individual must be certified in masonry by DSA. This document describes the steps necessary to become DSA certified in masonry.

**Step 1** – Individuals must pass the Structural Masonry Special Inspector examination offered by the International Code Council (ICC), previously known as International Conference of Building Officials (ICBO), based on the Uniform Building Code (UBC) and be currently certified as a Structural Masonry Inspector by ICC or ICBO. The examination based on the International Building Code (IBC) is not acceptable. You may receive information for this exam by calling ICC at (800) 423-6587.

**Step 2** – Individuals must submit a California Title 24 Masonry Inspector examination application, non-refundable \$65.00 fee, and evidence of passing the exam described in Step 1 to DSA. DSA will review the application in accordance with the following criteria and accept or reject the application. The individual will be informed of DSA's decision by letter.

Acceptance Criteria:

- Must be at least 25 years of age.
- Must have three years of experience in masonry construction or inspection. Experience must be obtained on structures similar to typical school structures.
- Must be currently certified as a Structural Masonry Inspector by ICC or ICBO. Certification must be based on the UBC (ICB certification is not acceptable).

**Step 3** – Once individuals are accepted by DSA to take the exam, they must pass the California Title 24 Masonry Inspector Examination. The examination fee of \$130.00 is to be paid to the testing company, Promissor, at the time of making the reservation to take the exam (this fee is **in addition to** the application fee described in Step 2). The "California Title 24 Masonry Inspector Computer-Based Exam Administration Information and Examination Outline" will be mailed to the candidate with the acceptance letter from DSA. It gives exam specifics and instructions on how to contact the testing company to set up a reservation to take the exam. Applicants must bring their acceptance letter from DSA to the test center. Applicants who do not bring their acceptance letter will be turned away and will have to reschedule the exam. If an individual were to pass this examination prior to successfully completing Steps 1 and 2

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his/her examination results will NOT be accepted even if he/she subsequently completes those steps.

**Step 4** – ICC will report successful candidates to DSA. DSA will notify successful candidates by letter and post their names, phone numbers and county of residence on the DSA Certified Masonry Inspector list on its website. (Note that paper certificates are not provided to masonry inspectors). Successful test results given by the testing company at the end of the examination DOES NOT constitute certification by DSA. All persons successfully passing the exam must wait for their names to be posted on the DSA website.

Step 4 concludes the certification process handled by the DSA **headquarters** office. Specific project approval is provided by the appropriate DSA **regional** office as described in Step 5.

**Step 5** – Individuals must apply to the DSA regional office for approval for each specific project by submitting form DSA-5. Individuals will be evaluated in accordance with the following criteria prior to approval. Upon approval, the DSA regional office will return a signed copy of the form DSA-5 to the architect and to the individual masonry inspector.

Approval Criteria; the individual must:

- be posted on DSA's website as a certified masonry inspector.
- indicate on form DSA-5 that an adequate amount of his/her time will be allocated to the project.
- be approved by the school district, architect, and structural engineer for the project.